

This guideline is intended to provide advice to applicants on Closed-Circuit Television (CCTV) Investigation of Council Stormwater Assets.

What is a CCTV report for a Council stormwater asset?

A Closed-Circuit Television (CCTV) Report for a Council stormwater asset consists of internal video footage of the infrastructure (provided by an Online File Sharing Service) and a CCTV inspection summary report which is prepared to enable Council to assess the impacts of development upon Council stormwater assets, such as stormwater drainage pipes. Council uses a CCTV Report to adequately assess potential damage that may have occurred to Council owned and maintained stormwater infrastructure and to assess the construction / condition of any new stormwater infrastructure that will be handed over to Council's care and control as part of a development.

When is a CCTV report for Council stormwater assets required?

A CCTV Report for Council stormwater asset is required for:

1. Any development works located within the vicinity of a Council stormwater asset on public or private land and may be required as a condition of development consent. Generally, a CCTV report is required for stormwater lines longer than 10m in length, and
2. Any new stormwater infrastructure that has been constructed as part of a development and will be handed over to Council's care and control.

Technical Requirements of a CCTV Report for Council Stormwater Asset

CCTV reports are to be as follows:

- The survey is to be undertaken using a suitably sized tractor mounted CCTV camera for a pipe size to ensure the camera is close to the centre of the pipe
- 360-degree panning is required at every pipe joint
- The video footage is to be in focus
- A new survey is required for each pipe reach
- Each video report is to have a cover page outlining the "from pit" and "to pit" numbers, pipe diameter, direction of survey, location and date
 - Pit numbers are available from Council's Stormwater Planning Map weblink
 - Contact Council's Stormwater Operations and Planning Department for new stormwater infrastructure asset numbers
- CCTV video file format should be .mpeg
- The electronic file name for each report should be labelled using the following naming convention:
'Pit number'_'Pit number'_ Date
Example: A survey from Pit no. SPP00001 to SPP00002 carried out on 1 August 2019 should be named as follows:
SPP00001_SPP00002_010819.mpg
- CCTV inspection summary report file format should be .pdf

Council Stormwater Asset Numbers

Follow the weblink below and select 'Stormwater' map from the 'No Overlay Map' drop down menu. You can then search by address and use the zoom functionality to see pipe diameters and pit and pipe asset numbers. i.e. 600 mm and SPP or SPI etc.

Council's Stormwater Planning Map:

<https://services.northernbeaches.nsw.gov.au/icongis/index.html>

Note: The information shown on the stormwater planning map is indicative only. It outlines the approximate locations of stormwater infrastructure according to Council's records. There may be drainage assets in place at some locations that Council does not have records of, or infrastructure that has been upgraded, replaced or removed since this information was recorded.

Other General Requirement of Reporting

All reports are to meet the following standards:

- Provide details of author
- Provide completed Closed-Circuit Television (CCTV) Investigation Report Checklist

Lodging CCTV Report

The CCTV report is to be addressed to the Stormwater Asset Engineer and can be submitted to Council by emailing the Online File Sharing Service weblink to council@northernbeaches.nsw.gov.au.

Manly

Townhall, 1 Belgrave Street
Manly NSW 2095

Dee Why

Civic Centre, 725 Pittwater Road
Dee Why NSW 2099

Mona Vale

1 Park Street
Mona Vale NSW 2103

Definitions:

Pipe reach: the section of pipeline between two pits

Development:

- a) The use of land, and
- b) The subdivision of land, and
- c) The erection of a building, and
- d) The carrying out of a work, and
- e) The demolition of a building or work, and
- f) Any other act, matter or thing referred to in section 26 that is controlled by an environmental planning instrument, but does not include any development of a class or description prescribed by the regulations for the purpose of this definition (*Environmental Planning and Assessment Act, 1979*)

Development Consent: consent under Part 4 of the *Environmental Planning and assessment Act 1979* to carry out development and includes, unless expressly excluded, a complying development certification (*Environmental Planning and Assessment Act, 1979*).

For further information contact Council's Stormwater Operations and Planning Department on **1300 434 434** or via email council@northernbeaches.nsw.gov.au.



**CLOSED-CIRCUIT TELEVISION
(CCTV)
INVESTIGATION OF
COUNCIL STORMWATER ASSETS
Report Checklist**

Subject Address:	
DA Number	
Consent Condition Number	
Report Type	
Date	
Contact Name	
Contact Phone	
Contact Email	

Checklist of CCTV video footage based on the guidelines:

Requirements as outlined in Council Guideline for CCTV	Compliant
Survey undertaken using a suitably sized tractor mounted CCTV camera for the pipe size	<input type="checkbox"/>
360 degree panning at every pipe joint	<input type="checkbox"/>
The video footage is in focus	<input type="checkbox"/>
A new survey is provided for each pipe reach	<input type="checkbox"/>
Each pipe reach report has a cover page outlining the "from pit" and "to pit" numbers, pipe diameter, direction of survey, location, and date	<input type="checkbox"/>
CCTV video file format is in .mpeg	<input type="checkbox"/>
The electronic file name for each pipe reach report is labelled using the following naming convention: 'Pit number'_'Pit number'_Date.	<input type="checkbox"/>
CCTV inspection summary report has been provided in .pdf	<input type="checkbox"/>

The following defects were found: *(for post-construction dilapidation only)*

The following new assets numbers were provided by Council:

Asset Category	New Asset Numbers
PIPE (SPI)	
PIT (SPP)	
CULVERT (SPC)	

OFFICE USE ONLY

Final Assessment	Comments
Issues adjusted/acceptable	
Issues unacceptable	
Recommended for Acceptance?	

Assessed by	Date